

**CONNECTICUT STATE DEPARTMENT OF EDUCATION (CSDE)  
CONNECTICUT’S RACE TO THE TOP (RTTT) PHASE II  
PARTICIPATING LOCAL EDUCATION AGENCY (LEA)  
MEMORANDUM OF UNDERSTANDING (MOU)**

This Memorandum of Understanding (“MOU”) is entered into by and between The Connecticut State Board of Education (hereafter, CSBE), 165 Capitol Avenue, Hartford, CT, and \_\_\_\_\_ (“Participating LEA”). This agreement serves to establish a framework of collaboration, as well as articulate specific roles and responsibilities in support of the State in its implementation of an approved Race to the Top (RTTT) grant project.

**I. PRELIMINARY SCOPE OF WORK**

The LEA hereby agrees to implement all or significant portions of the State’s Plan in each of the areas identified below.

**GOAL ONE: STANDARDS AND ASSESSMENTS**

1. Support the transition to and implementation of national common standards and high-quality assessments.
2. Participate in state-sponsored professional development activities designed to assist districts in aligning local standards to the Common Core State Standards and implementing high-quality systems of curriculum, instruction and assessment.
3. Collaborate with the CSBE to design and provide input on initiatives concerning high school, college, and workforce transitions.
4. **Optional:** Participate in the pilot of *Board Examination Systems*.

**GOAL TWO: DATA SYSTEMS TO SUPPORT INSTRUCTION**

1. Participate in the expansion of the state longitudinal data system (SLDS) to include student schedule and staff modules to capture transcript data and link students to teachers.
2. Provide data to support the state and federal research and program evaluation of the RTTT initiatives and the on-going development of the *Connecticut Education Data and Research* (CEDaR) as it is integrated into the PK – 16 SLDS.
3. Integrate the Connecticut Mastery Test (CMT) vertical scale results into the local accountability system to measure student growth.
4. Participate in professional development to more effectively use data to improve instruction.
5. Make available appropriate data for research and program evaluation.

**GOAL THREE: GREAT TEACHERS AND LEADERS**

***21<sup>st</sup> Century Teaching, Learning and Assessment***

1. Implement aspects of the *Connecticut Eight-Year Plan for Secondary School Reform* (CT Plan).
2. Expand Advanced Placement course offerings.
3. Participate in projects promoting innovative teaching and learning of science, technology, engineering and mathematics (STEM).
4. Participate in projects that enhance parental and community involvement in building strong school cultures, improve instruction and engage in activities around student learning.
5. Participate in programs that foster equity, diversity, and respect for individual differences as integral components of effective classroom instruction and school culture.

### ***Supervision and Evaluation***

6. Implement a new, comprehensive system for supporting, supervising and evaluating teachers and principals, to be developed by CSBE in collaboration with external partners and LEAs.
7. Utilize the new evaluation system developed to conduct annual evaluations that will inform professional development and decisions around compensation, promotion, retention, tenure and removal.

### ***Equitable Distribution of Effective Teachers and Principals***

8. Collaborate with CSBE to ensure equitable distribution of effective teachers and principals via competitive grants and state-sponsored incentive programs. Grants will assist districts in recruiting, hiring, and retaining highly effective teachers and principals in shortage areas and disadvantaged communities (*LEAs must apply for these incentive funds from CSBE*).

### ***The Connecticut Accountability for Learning Initiative (CALI)***

9. Implement over a period of four years, the core CALI modules, Data Driven Decision Making, Making Standards Work, Effective Teaching Strategies, Common Formative Assessments and School Climate to Support Student Achievement.
10. Develop a measurable district improvement plan and school improvement plans with limited focus and annual targets for improvement student achievement.
11. Implement a three tiered system of accountability through district, school and instructional data teams.

## **GOAL FOUR: TURNING AROUND THE LOWEST ACHIEVING SCHOOLS**

For the eligible schools in the following Districts: Bridgeport, Hartford, New Britain, New Haven, Windham and Stamford Academy:

1. Implement all requirements of the Title I g Section 1003 School Improvement Grant (SIG). For each approved school implement all the federal requirements for one of four reform models: Turn-around, Transformational, Restart and Closure.
2. Principals of SIG schools will participate in a professional learning community with the State Department of Education.

## **II. PROJECT ADMINISTRATION**

### **A. PARTICIPATING LEA RESPONSIBILITIES**

In assisting the CSBE in implementing the tasks and activities described in the State's RTTT application, the Participating LEA will:

- 1) Implement the LEA RTTT plan as approved by the CSBE (and as identified in Section I of this MOU);
- 2) Actively participate in all relevant convenings, communities of practice, or other practice-sharing events that are organized or sponsored by the CSBE or by the U.S. Department of Education ("ED");
- 3) Post to any Web site specified by the CSBE or ED, in a timely manner, all nonproprietary products and lessons learned developed using funds associated with the RTTT grant;
- 4) Participate, as requested, in any evaluations of this grant conducted by the CSBE or ED;
- 5) Provide to CSBE or ED, upon request, information including, but not limited to, the status of the project, project implementation, outcomes, and any problems anticipated or encountered; and
- 6) Participate in meetings and telephone conferences with the CSBE to discuss (a) progress of the project, (b) potential dissemination of resulting non-proprietary products and lessons learned, (c)

plans for subsequent years of the RTTT grant period, and (d) other matters related to the RTTT grant and associated plans.

## **B. CSBE RESPONSIBILITIES**

In assisting Participating LEAs in implementing their tasks and activities described in the State's RTTT application, the CSBE will:

- 1) Work collaboratively with and support the Participating LEA in carrying out the approved LEA RTTT Plan as identified in Section I of this MOU;
- 2) Distribute the LEA's portion of RTTT grant funds during the course of the project period in a timely manner and in accordance with the approved LEA RTTT Plan;
- 3) Provide feedback on the LEA's status updates, annual reports, any interim reports, project plans and products; and
- 4) Identify sources of technical assistance for the project and provide technical assistance in a timely manner.

## **C. JOINT RESPONSIBILITIES**

- 1) The CSBE and the Participating LEA will each appoint a key contact person for the RTTT grant.
- 2) These key contacts from the CSBE and the Participating LEA will maintain frequent communication to facilitate cooperation under this MOU.
- 3) The CSBE and the Participating LEA grant personnel will jointly determine appropriate timelines for project updates and status reports throughout the entire grant period.
- 4) The CSBE and the Participating LEA grant personnel will negotiate in good faith to continue to achieve the overall goals of the State's RTTT grant, even when the State Plan requires modifications that affect the Participating LEA, or when the LEA Plan requires modifications.

## **D. STATE RECOURSE FOR LEA NON-PERFORMANCE**

If the CSBE determines that the LEA is not meeting its goals, timelines, budget, or annual targets or is not fulfilling other applicable requirements, the CSBE will take appropriate enforcement action, which could include a collaborative process between the CSBE and the LEA, or any of the enforcement measures that are detailed in 34 CFR section 80.43 including putting the LEA on reimbursement payment status, temporarily withholding funds, or disallowing costs.

## **III. ASSURANCES**

The Participating LEA hereby certifies and represents that it:

- 1) Has all requisite power and authority to execute this MOU;
- 2) Is familiar with the State's RTTT grant application and is supportive of and committed to working on all or significant portions of the State Plan;
- 3) Agrees to implement those portions of the State Plan indicated in Section I of this MOU, if the State application is funded;
- 4) Will provide a Final Scope of Work to be attached to this MOU as Attachment 1 only if the State's application is funded; will do so in a timely fashion but no later than 90 days after a grant is awarded; and will describe in Attachment 1 the LEA's specific goals, activities, timelines, budgets, key personnel, and annual targets for key performance measures ("LEA Plan ") in a manner that is consistent with the Preliminary Scope of Work (Section I) and with the State Plan;
- 5) Will comply with all of the terms of the Grant, the State's subgrant, and all applicable Federal and State laws and regulations, including laws and regulations applicable to the Program, and the applicable provisions of EDGAR (34 CFR Parts 75, 77, 79, 80, 82, 84, 85, 86, 97, 98 and 99); and
- 6) Shall execute "savings clause" with the appropriate collective bargaining unit, attached hereto as Addendum.

#### **IV. MODIFICATIONS**

This Memorandum of Understanding may be amended only by written agreement signed by each of the parties involved, and in consultation with ED.

#### **V. DURATION/TERMINATION**

This Memorandum of Understanding shall be effective, beginning with the date of the last signature hereon and, if a grant is received, ending upon the expiration of the grant project period, or upon mutual agreement of the parties, whichever occurs first.

#### **VI. SIGNATURES**

**LEA Superintendent** (or equivalent authorized signatory) - required:

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Signature/Date

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Print Name/Title

**President of Local School Board** (or equivalent, if applicable):

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Signature/Date

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Print Name/Title

**Local Teachers' Union Leader** (if applicable):

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Signature/Date

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Print Name/Title

**Authorized State Official** - required:

By its signature below, the State hereby accepts the LEA as a Participating LEA.

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Signature/Date

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Print Name/Title

## ADDENDUM

### **I. SAVINGS CLAUSE**

The \_\_\_\_\_ Board of Education has agreed to be a Participating LEA in the State of Connecticut's Race to the Top ("RTTT") grant project. If the application is funded, the signatories below agree to work together in good faith to implement those areas of Connecticut's RTTT Plan set forth in the Preliminary Scope of Work in the Memorandum of Understanding attached hereto. Provided, however, that nothing in the attached MOU shall be construed to waive or to override any rights or duties as provided by the Teachers' Negotiation Act (Connecticut General Statutes sections 10-153a through n) or any federal or state statutes or regulations or collective bargaining agreements. Nor shall this MOU be construed to require a re-opening of the collective bargaining agreement. Those areas subject to collective bargaining shall be implemented only upon the written agreement of the LEA and the local bargaining agent.

### **II. SIGNATURES**

**LEA Superintendent** (or equivalent authorized signatory) - required:

\_\_\_\_\_  
Signature/Date

\_\_\_\_\_  
Print Name/Title

**Chairperson of Local School Board** (or equivalent, if applicable):

\_\_\_\_\_  
Signature/Date

\_\_\_\_\_  
Print Name/Title

**Local Teachers' Union Leader** (if applicable):

\_\_\_\_\_  
Signature/Date

\_\_\_\_\_  
Print Name/Title